

Indiana Emergency Management/Homeland Security Higher Education Advisory Board

Meeting Minutes

January 16, 2009

10-2 pm Eastern Time

Ivy Tech – North Meridian Campus

President's Board Room – 3rd Floor

50 W. Fall Creek Parkway N Drive

Indianapolis, Indiana

Hosted by Jason Carroll – Director of Security at Ivy Tech

Snacks provided by ASIS

- 1. Call to Order** – Members Present: Tom Christenberry, Jason Carroll, Kelly Brown, Lee Ann Wambach, Don Wilson, Don Perry, Jason Winkle, Tim Collins, Scott Lyon, Tom Beckner, Amy Lindsey, Diane Mack, Janet Archer
- 2. Announcements**
 - Meetings for 2009 – May (Valparaiso) and July (Evansville) meeting times will be 9 am – 1 pm CDT – others meetings are planned for Eastern Time and are scheduled for 10 am – 2 pm EDT.
 - Tony Pagano – January 29-30th Brownsburg Fire Dept 2009 State Training & Exercise Planning Workshop Tony contact information 317 234-6588. If colleges want to conduct a training exercise they should attend and participate.
 - Homeland Security Planning for Campus Executives – Training Program July 1, 2009 at University of Indianapolis 9 am – 3 pm This is the same program offered in 2007 by University of West Virginia. This will be sponsored by our board and executives from all Indiana colleges will be invited. Information will be on web-site.
- 3. Standing Committee Reports**
 - a. **Conference Committee** – The 2009 conference will be October 14, 15, and 16 and combined with IERC and EMAI at the Sheraton Hotel at Keystone in Indianapolis. Tom has corresponded with Pam Soule from EMAI about a workable format. This would include one joint session each of the three days, a series of 90-minute breakout sessions and 30-minute vendor sessions. A keynote speaker and dinner would be scheduled for Thursday, October 15th. Lee Ann suggests we plan the opening session on Friday and conduct the student poster session that day. Jason Carroll and Lee Ann Wambach agreed to co-chair the conference and will have Amy Lindsey, Scott Lyon and Janice Lee from IDHS. Other members will be added later, and conference calls will start soon.

- b. **Education Curriculum and Training** – Kelly Brown will replace Ray Ruark as chair of this committee. Don Perry asked about 3rd Annual Homeland Defense & Security - Education Summit at George Washington University in Washington DC March 12-13. Discussion among the board concluded this would be a good opportunity and an example of how our members could make use of IDHS funds to further the purposes of the board.
- c. **Campus Safety & Emergency Preparedness** – (Mike Howard absent) Next meeting is February 17 at IUPUI and April meeting is in Valparaiso. Diane Mack is interested in chairing this committee for 2009
Reminders of upcoming events mentioned in November minutes.
April 13 – day conference at IUPUI on Law Enforcement
- d. **Membership** - Don Wilson
 - Suggested that we have a membership/liaison status that would connect us with **those who have a mutual interest in our** goals and purposes, i.e. access to training and seminars, applied research, current trends, etc. Communicating to a larger group through marketing, a newsletter, and a web-presence would expand our contacts and ability to advance homeland security and emergency management topics. These steps would establish a network for those who have mutual interests but do not want to be a board member.
 - Tom referred to some other suggestions to improve the functioning of our board –
 - Diane suggested a different structure and name -- advisory board or more of an association of those who have mutual goals and assets that promote homeland security – we need to evolve – our connection with the Commission on Higher Education is a bit thinner than originally expected. This could improve.
 - Jason Winkle suggested we could establish a regular mechanism to collect and disseminate information – promoting our purposes and tracking to help us know who is receiving/forwarding our information. “Constant Contact” is a vendor that helps manage electronic audiences in this way. Tom asked Jason to chair an ad hoc committee to develop an electronic audience for the information, ideas and acquire some mailing lists from Pro-Cam, board members, and the Campus Security group --- Find ways to disseminating information and managing a mailing/distribution list.
- e. **Research Committee** – Kelly Brown

The Educational Needs Survey is ready for the field. They are hoping to send survey via email – using conference list, ASIS, and campus safety list, ASSE, etc. Kelly will need

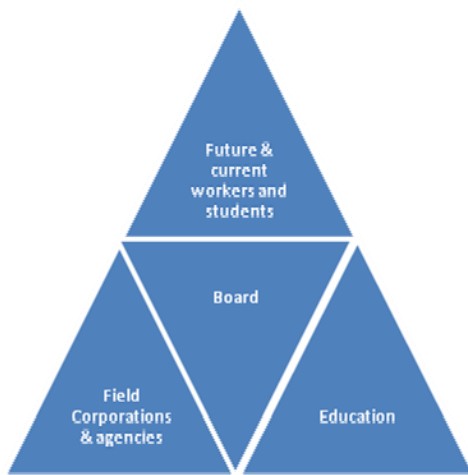


Figure 1 – Descriptive model of relationship of Advisory Board with constituent groups with mutual goals and interests.

to work with Amy and IDHS for electronic data collection survey software, but wants to run multivariate analysis on any results. This project will need a wide distribution list – community groups, law enforcement, health care, safety professionals, etc. All members of the advisory board can help by providing an email distribution list from their professional associations.

Lee Ann will send a separate reminder to all to remind of request for distribution lists – send contact information and/or actual list to Kelly at kelkebro@iuk.edu.

4. New Business

- a. Ray Ruark has expressed interest in chairing the Advisory Board, and Don Perry has agreed to co-chair for 2009. Both were nominated, seconded and approved by acclimation.
- b. Tom proposed a series of scheduled conference calls to follow up on delegated tasks among various committees, etc. This practice was very helpful to those who worked with Dave Tate on the 2007 conference.
- c. Tom asked for ideas for new initiatives for 2009. The following topics were discussed:
 - Ways to provide career development information for Indiana's college students in the areas related to Homeland Security and Emergency Management. We will try to incorporate this into the October conference, but also find ways to publicize career information on the web-site. Rather than just offer a "job fair" approach to connect employers with students who are ready to enter the job market, we might offer current students some insight on the variety of jobs that relate to homeland security and emergency management and how they can become more qualified to enter these fields. TSA, FBI, INS, EMS, Secret Service, ATF, postal inspectors– US Coast Guard are possible agencies to invite.
 - Dianne Mack is working with US Depts. of Education and Homeland Security to develop metrics for educational facilities – standards and measurement for emergency planning, preparedness, training and drills, student involvement, etc. Her group is considering a survey of higher education institutions that could be used nation-wide to elevate the level of

emergency awareness, preparedness and response on college campuses, and a more standardized way of collecting information on these topics.

- Tom Beckner mentioned that students in their senior capstone class are in need of an applied research project – which might lend itself to survey, audit or other emergency preparedness topic.
- Ray Ruark has researched emergency management and homeland security programs in Indiana. He suggests that rather than list every course in every college, we just maintain a listing by Institution, Program Title and Level (ex: AS, Certificate, BS or MS) and contact person.* He would like to go forward in pursuing a collaborative program in the state.

*Lee Ann suggests adding a web-address for the college and department.

5. Adjournment

Next meeting is scheduled for Friday, March 20th at Purdue University in West Lafayette. Contact person is Dave Tate at dgtate@purdue.edu.

Advisory Board Officers and Committee Chairs for 2009

Ray Ruark – President

Don Perry – Vice-President

Lee Ann Wambach - Secretary

Committee Chairs

Conference -Jason Carroll & Lee Ann Wambach

Education, Curriculum and Training – Kelly Brown

Campus Safety & Security – Dianne Mack

Membership – Don Wilson

Ad-Hoc Committee for Web and Communication – Jason Winkle

Research – Kevin Slates & Kelly Brown